



**CITY OF LEON VALLEY
PLANNING AND ZONING COMMISSION**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, March 24, 2026 at 6:30 PM

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Discussion and Possible Action Approving of the February 24, 2026, Planning and Zoning Commission Meeting Minutes - M. Gallardo, Planning and Zoning Director

3. OLD BUSINESS

1. Discussion and Summary of Possible Recommendations for Updating and Amending Chapter 15 Zoning, Article 15.02 Zoning Ordinance, Division 7 Permitted Use Table - M. Gallardo, Planning and Zoning Director

4. NEW BUSINESS

1. Discussion and Possible Action Excusing Commissioners and Alternates from the February 24, 2026, Planning and Zoning Commission Meeting in Accordance with Chapter 15 Article 15.02 Zoning Ordinance Division 13 Organization and Enforcement Section 15.02.721- M. Gallardo, Planning and Zoning Director
2. Presentation, **Public Hearing**, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow a Medical Spa Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 3.38 Acre Tract of Land, Located at 6521 Bandera Road; and More Specifically Described as CB 9925A, Block 7, Lot 9 & 10 - M. Gallardo, Planning and Zoning Director
3. Presentation, **Public Hearing**, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow an Auto Accessories Sales and Installation Business in a B-2 Retail District on Approximately .89 Acre Tract of Land, Located at 6505 Grissom Road; and More Specifically Described as CB 5784A, Blk, Lot 60, Leon Valley Addition – M. Gallardo, Planning and Zoning Director

5. ADJOURNMENT

Executive Session - The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during this meeting to discuss any matter listed on the posted agenda, as authorized by the Texas Government Code, including but not limited to: **Section 551.071** – Consultation with Attorney, **Section 551.072** – Deliberations about Real Property, **Section 551.073** – Deliberations about Gifts and Donations, **Section 551.074** – Personnel Matters, **Section 551.076** – Deliberations about Security Devices, and **Section 551.087** – Economic Development

Continuation of Meetings (Sec. 551.0411, Texas Government Code) - A governmental body that recesses an open meeting to the following regular business day is not required to post a new notice if the action is taken in good faith and not to circumvent the law. If a recessed meeting is continued to another day beyond the following business day, written notice of the continued meeting must be given as required by law.

Attendance by Other Elected or Appointed Officials - Members of other City boards, commissions, and/or committees may attend this meeting in numbers that could constitute a quorum. Accordingly, this agenda is also posted as a meeting notice for those boards, commissions, and/or committees. Members present may participate in discussions but may not deliberate or take action on items listed on this agenda. [Attorney General Opinion No. GA-0957 (2012)]

Certification of Posting - I hereby certify that the above **Notice of Public Meeting(s) and Agenda of the Leon Valley City Council** was posted at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until the conclusion of the meeting(s). This notice is also available on the City’s website at www.leonvalleytexas.gov.

Accessibility: This building is wheelchair accessible. Requests for sign interpretation or other services must be made at least 48 hours in advance of the meeting. To arrange assistance, please call (210) 684-1391, Extension 212.


SAUNDRA PASSAILAIGUE, TRMC
City Secretary
March 18, 2026 3:30 PM





**CITY OF LEON VALLEY
PLANNING & ZONING COMMISSION**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, February 24, 2026 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

PRESENT – Voting Members

Commissioner 3 Abraham Diaz
Chair, Commissioner 6 Erick Matta
Commissioner 5 Olen Yarnell
1st Alternate Russell Hernandez

ABSENT

Commissioner 1 David Perry
2nd Vice Chair, Commissioner 2 Andrea Roofe
2nd Alternate Donnie Britt
3rd Alternate Karen Lochart

Also, in attendance was Planning and Zoning Director Michael Gallardo.

Chair Matta called the meeting to order at 6:35 PM. Chair Matta asked 1st Alternate Russell Hernandez to sit on the dais to fill in for Commissioner Perry, and 2nd Vice Chair, Commissioner 2 Andrea Roofe, who were not present.

2. APPROVAL OF ZONING COMMISSION MINUTES

Discussion and Possible Action Approving of January 27, 2026, Planning and Zoning Commission Meeting Minutes - M. Gallardo, Planning and Zoning Director

Commissioner Yarnell made a motion to approve the minutes as presented. The motion was seconded by Commissioner Diaz.

Voting Yea: Commissioner 3 Diaz, Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, 1st Alternate Hernandez

The motion passed unanimously.

4.3 Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow a Drive Thru Coffee Shop in a B-2 Retail District on an Approximately 0.44 Acre Tract of Land, Located at NE Corner of Bandera and Heubner Road; and More Specifically Described as Lot 10, CB 4446G Clear Creek Village Subdivision Unit 2- M. Gallardo, Planning and Zoning Director

Chair Matta opened the discussion by announcing that the Commission wanted to reorder the agenda and discuss item 4.2 before item 3.1.

A motion was made by Commissioner Diaz to move item 4.2 ahead of item 3.1. The motion was seconded by 1st Alternate Hernandez.

The Commission briefly discussed the challenges regarding the location and the preservation of trees. However, the Commission came to consensus that a Drive Thru Coffee Shop positively benefits the City of Leonn Valley.

Chair Matta opened the Public Hearing at 7:02pm. No one spoke and Chair Matta closed the closed the Public Hearing at 7:02pm.

A motion was made by 1st Alternate Hernandez to approve the Specific Use Permit. The motion was seconded by Commissioner Diaz.

Voting Yea: Commissioner 3 Diaz, Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, 1st Alternate Hernandez

The motion passed unanimously.

3. OLD BUSINESS

1. Discussion and Summary of Possible Recommendations for Updating and Amending Chapter 15 Zoning, Article 15.02 Zoning Ordinance, Division 7 Permitted Use Table - M. Gallardo, Planning and Zoning Director

Chair Matta opened the discussion by stating that the summary presented to the Commission coincides with his notes from the Planning and Zoning Workshops. During the discussion Commissioner Yarnell and 1st Alternate Hernandez discussed a couple of recommendations for clarity. Additional suggestions were noted and added as part of the update to the permitted use table. Overall, feedback from the Commission confirmed that the summary accurately represented their recommendations.

The Commission also came to a consensus on selecting a date for a joint meeting with City Council regarding the recommendations for the permitted use table. The Commission selected Tuesday, April 28, 2026, as Option #1 and Tuesday, May 12, 2026, as Option #2.

4. NEW BUSINESS

1. Discussion and Recommendation Appointing New Commissioners and Alternates - M. Gallardo, Planning and Zoning Director

Chair Matta started the discussion on the process of filling the vacancy for the Planning & Zoning Commission due to the resignation of Commissioner Koger and Commissioner Martinez.

A motion was made by Commissioner Diaz to designate 1st Alternate Hernandez to Commissioner 7, 2nd Alternate Britt to Commissioner 4 and 3rd Alternate Lockhart to 1st Alternate. The motion was seconded by Commissioner Yarnell.

Voting Yea: Commissioner 3 Diaz, Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, 1st Alternate Hernandez

The motion passed unanimously.

2. Discussion and Possible Action Excusing Commissioner 3, Abraham Diaz, 2nd Alternate Donnie Britt and 3rd Alternate Karen Lochart from the January 27, 2026, Planning and Zoning Commission Meeting in Accordance with Chapter 15 Article 15.02 Zoning Ordinance Division 13 Organization and Enforcement Section 15.02.721- M. Gallardo, Planning and Zoning Director

Chair Matta opened the discussion with some context as to why the Commission is required to vote on attendance. The group came to a consensus that Commissioner Diaz could vote on attendance even though he was listed as absent in the previous meeting.

Commissioner Yarnell made a motion to excuse all the absences. The motion was seconded by 1st Alternate Hernandez.

The motion passed unanimously.

5. ADJOURNMENT

Chair Matta announced the meeting adjourned at 7:24 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 24th of March 2026.

APPROVED

ERICK MATTA
CHAIR

ATTEST: _____
MICHAEL GALLARDO
PLANNING AND ZONING DIRECTOR

Sec. 15.02.381 Permitted use table

P	-	Allowed by right	GO	-	Commercial and industrial overlay
X	-	Not allowed	SO	-	Sustainability overlay
U	-	Per underlying zoning	GO	-	Gateway overlay
SUP	-	Specific use permit			

Use	O-1	B-1	B-2	B-3	I-1	SO	GO	GO	Notes
Adult care facility	SUP	SUP	P	P	P	⊥	⊥	U	**See section 15.02.317, "Adult care facilities"
Air conditioning repair	X	X	X	P	P	X	⊥	X	
Air conditioning sales - repair and/or service incidental	X	X	P	P	P	X	⊥	X	
Alcoholic beverage sales - no on-premises consumption	X	X	P	P	P	⊥	⊥	U	Not within 200 ft of SF zone
Alteration and repair of apparel	X	X	P	P	P	⊥	⊥	U	
Ambulance service	X	X	X	P	P	⊥	⊥	U	
Animal clinic	X	X	P	P	P	⊥	⊥	U	SO or GO: P with no overnight kennel GO: P for clinic and kennel
Animal shelter/pound	X	X	X	P	P	X	⊥	X	
Antique store	P	P	P	P	P	⊥	⊥	U	
Appliance, minor - repair	X	X	P	P	P	⊥	⊥	U	
Appliance, major - repair	X	X	X	P	P	X	⊥	X	

Appliance store repair and/or service incidental	X	X	P	P	P	⤵	⤵	U	
Art gallery	P	P	P	P	P	⤵	⤵	U	
Assembly/packaging	X	X	X	SUP	P	⤵	⤵	U	
Attended donation station/facility	X	X	SUP	SUP	P	⤵	⤵	U	
Auditorium, convention center, and other similar meeting facilities	X	X	X	SUP	P	⤵	⤵	U	
Automobile accessories - retail sales w/ installation and/or repair incidental	X	X	SUP	P	P	✗	⤵	X	
Automobile accessories, parts and components to include inspection Retail sales only w/o installation and/or repair incidental	X	X	P	P	P	✗*	⤵	X*	* SO or GO: Allowed in B-3 only with SUP
Automobile boat storage	X	X	X	SUP	P	✗	⤵	X	
Automobile auction	X	X	X	SUP	P	✗	⤵	X	**Vehicles to be in operating condition w/current sticker and license
Automobile lubrication service facility - lubrication only	X	X	P	P	P	SUP	⤵	X	*SO: limited to an existing building(s) constructed and improved for an automobile lubrication service facility prior to

									December 1, 2009;
Automobile parts and components Retail sales with installation and/or repair incidental	X	X	X	P	P	X	U	X	
Automobile rental with unenclosed on-site storage of not more than 12 private passenger vehicles	X	X	P	P	P	X	U	X	
Automobile rental on-site storage	X	X	X	P	P	X	U	X	
Automobile rental and/or sales	X	X	X	P	P	X	U	X	
Automobile repair and/or service	X	X	X	P	P	X	U	X	
Automobile repair and/or service - brake repair facility	X	X	X	P	P	X	U	X	
Automobile service station - gasoline sales only	X	X	P	P	P	SUP	U	SUP	
Automobile service station - repair incidental	X	X	X	P	P	SUP	U	SUP	
Automobile and truck sales - service incidental	X	X	X	P	P	X	U	X	
Automobile/vehicle inspection station	X	X	P	P	P	SUP	U	SUP	
Use	O-1	B-1	B-2	B-3	I-1	SO	EO	GO	Notes
Automobile/vehicle storage	X	X	X	P	P	X	U	X	**Vehicles to be in operating condition w/current sticker and license

Automobile wrecker service	X	X	X	SUP	P	⤵	⤵	U	
Bail bond facility	X	X	X	SUP	SUP				
Bait store	X	X	X	P	P	✗	⤵	X	
Bakery	X	X	P	P	P	⤵	⤵	U	
Bank, savings & loan	X	X	P	P	P	⤵	⤵	U	
Bar	X	X	X	SUP	SUP	⤵	⤵	U	
Bar/tavern completely enclosed	SUP	SUP	P	P	P	⤵	⤵	U	15.02.052
Bar/tavern with outdoor entertainment area	X	X	SUP	P	P	⤵	⤵	U	15.02.052
Barber or beauty equipment and supplies	X	X	P	P	P	⤵	⤵	U	
Barber or beauty shop	P	P	P	P	P	⤵	⤵	U	
Bicycle sales and repair	X	X	P	P	P	⤵	⤵	U	
Boat sales and service facility	X	X	X	SUP	SUP	✗	⤵	X	
Bookstore	P	P	P	P	P	⤵	⤵	U	
Building specialty store	X	X	P	P	P	⤵	⤵	U	
Cabinet or carpenter shop	X	X	X	P	P	✗	⤵	X	
Camera/photographic supply	X	X	P	P	P	⤵	⤵	P	
Candy, nut and confectionery store	X	X	P	P	P	⤵	⤵	P	
Carwash (automatic)	X	X	P	P	P	✗	⤵	SUP	Vacuum cleaners must be set back a minimum of 50 feet from residential areas GO: All exterior carwash-related activities such as

										vacuum areas, washing, and drying must be screened from view from any residential districts or uses, streets, rights-of-way, major access drives or public park areas within 150' of the property
Carwash (self-service)	X	X	SUP	P	P	X	U	X		Vacuum cleaners must be set back a minimum of 50 feet from residential areas
Catering facility	X	X	P	P	P	U	U	U		
CBD, hemp, medical marijuana, cannabis, THCa flower and/or vape businesses	SUP	P	P	P	P					<p>***Shall not be located within a radius of 5,000 feet from the nearest existing CBD, medical marijuana, cannabis, THCa flower, edibles, Delta 8, Delta 9 THC, hemp, and/or vape business.</p> <p>***Shall not be located within 5,000 feet from the following land uses: religious</p>

									<p>institutions, school or day care facility, bar or liquor store, and pawnshops.</p> <p>***Storefronts shall have glass or transparent glazing in the window and doors and as prescribed by article 3.04 shall have no more than ten percent of any window or door area covered by signs, banners, or opaque coverings of any kind. Animated, moving, flashing, blinking, reflecting, revolving or similar type on-premises signs are prohibited.</p>
Cemetery	X	X	X	SUP	SUP	⤵	⤵	U	
Child care facility	SUP	SUP	P	P	SUP	⤵	⤵	U	**See section 15.02.316, "Child care facilities"
Churches	P	P	P	P	P	P	P	P	
Cleaning products	X	X	P	P	P	X	⤵	X	
Clinic, dental or medical	P	P	P	P	P	⤵	⤵	U	

Clothing and accessory store	X	X	P	P	SUP	U	U	U	
Club or lodge (private)	X	X	X	SUP	SUP	U	U	U	
Cold storage plant	X	X	X	SUP	P	X	U	X	
Communications distribution hub	X	X	SUP	SUP	P	U	U	U	
Computer store/similar business machines retail sales with installation and/or repair incidental	X	X	P	P	P	P	U	P	
Contractor facility	X	X	P	P	P	X	U	X	
Convenience store	X	X	P	P	P	U	U	U	**If the use is 24 hours a SUP is required
Cosmetics store	P	P	P	P	SUP	U	U	U	
Creamery	X	X	X	SUP	P	U	U	U	
Dairy product sales	X	X	P	P	P	U	U	U	
Dance hall	X	X	X	SUP	SUP	U	U	U	Also see bar, club or lodge (private)
Department and/or variety store	X	X	P	P	P	U	U	U	
Drugstore	SUP	P	P	P	P	U	U	U	
Dry cleaning - pickup station only	P	P	P	P	P	U	U	U	
Dry cleaning plant	X	X	X	SUP	SUP	X	U	X	
Electroplating	X	X	X	SUP	SUP	U	U	U	
Entertainment—Indoor	SUP	SUP	P	P	P	U	U	U	
Entertainment—Outdoor	SUP	SUP	SUP	P	P	U	P	U	
Exterminator	X	X	X	P	P	X	U	X	
Farm equipment sales and service	X	X	X	P	P	X	U	X	

Feed, seed, and/or fertilizer retail sales only	X	X	P	P	P	⤵	⤵	U	
Firearms and/or ammunition	X	X	SUP	SUP	SUP	⤵	⤵	U	
Fish market (fully enclosed)	X	X	P	P	P	⤵	⤵	U	
Fish market, wholesale	X	X	X	SUP	SUP	⤵	⤵	U	
Flea market	X	X	X	P	P	⤵*	⤵	U*	*SO and GO: Where permitted, SUP required **See additional regulations section 15.02.382
Floor cleaning service	X	X	SUP	P	P	⤵	⤵	U	
Floor covering sales	X	X	P	P	P	⤵	⤵	U	
Floral shop	P	P	P	P	P	⤵	⤵	U	
Food processing facility	X	X	X	SUP	SUP	⤵	⤵	U	
Food product sales	X	X	P	P	P	⤵	⤵	U	
Freight depot (truck)	X	X	X	SUP	SUP	⤵	⤵	U	
Fruit and produce market	X	X	P	P	P	⤵	⤵	U	
Funeral home/mortuary	X	X	SUP	P	P	⤵	⤵	U	
Furniture repair and/or upholstery shop	X	X	X	P	P	⤵	⤵	U	
Furniture sales	X	X	P	P	P	⤵	⤵	U	
Garden specialty store	X	X	P	P	P	⤵	⤵	U	
Gift shop	P	P	P	P	SUP	⤵	⤵	U	
Glass, sheet - sales only	X	X	P	P	P	⤵	⤵	U	

Grocery store w/food and produce market incidental	SUP	P	P	P	P	U	U	U	
Gymnasium/physical fitness facility	X	X	P	P	P	U	U	U	**Limited to 5,000 sf in the B-2 District. **Outside activities not permitted outside except with specific use permit approval.
Hardware store	X	X	P	P	P	U	U	U	
Hobby supply store (crafts)	SUP	P	P	P	P	U	U	U	
Hospital	X	X	X	P	P	U	U	U	
Intradermal permanent cosmetics	SUP	SUP	SUP	P	P	U	U	U	
Interior decorating studio	P	P	P	P	P	U	U	U	
Jewelry sales and repair	P	P	P	P	P	U	U	U	
Kennel	X	X	X	SUP	SUP	U	U	U	
Laboratory, dental or medical	X	X	SUP	P	P	U	U	U	
Laboratory, research	X	X	X	P	P	U	U	U	
Laboratory, testing	X	X	X	SUP	P	U	U	U	
Laundromat	X	X	P	P	P	U	U	U	
Laundry supply - to include uniform/linen/diaper service	X	X	X	SUP	P	U	U	U	
Leather goods or luggage store	SUP	P	P	P	P	U	U	U	
Library	X	X	X	P	P	U	U	U	
Locksmith	SUP	P	P	P	P	U	U	U	
Lodging:									

Boarding house	SUP	SUP	X	X	X	SUP	U	SUP	**Also see section 15.02.314, "Residential use table"
Convalescent ctr.	X	X	SUP	P	P	U	U	U	
Nursing home	SUP	SUP	SUP	P	P	U	U	U	
Hotel	X	X	X	P	P	U	U	U	
Inn	SUP	SUP	P	P	SUP	U	U	U	
Motel	X	X	X	P	P	U	U	U	
Suite hotel	X	X	X	P	P	U	U	U	
Lumberyard	X	X	X	SUP	P	X	U	X	
Machine, tools and construction equipment to include sales, service and repair	X	X	X	P	P	X	U	X	
Manufacturing	X	X	X	SUP	P	U	U	U	
Medical equipment and supplies	X	X	P	P	P	U	U	U	
Mobile food unit	P	P	P	P	P	U	U	U	
Motorcycle sales, repair, and service, Electric Bikes	P	P	P	P	P	U*	U	U*	*In SO and GO: Sales only. Where permitted, requires SUP
Moving and transfer company	X	X	X	P	P	X	U	X	
Museum	X	X	X	P	P	U	U	U	
Music store	X	X	P	P	P	U	U	U	
Nightclub/large tavern	X	X	SUP	SUP	SUP	U	U	U	
Non-chartered financial institution	X	X	X	P	P	U	U	U	***Not be located within a radius of 1,000 feet from the nearest existing non-chartered financial institution. ***Not located

									<p>within 500 feet from the following land uses: residentially zoned parcels, any state or federally chartered bank, savings association, credit union, or industrial loan company, religious institutions, school or day care facility, bar or liquor store, and pawnshops.</p> <p>***Storefronts shall have glass or transparent glazing in the window and doors and as prescribed by article 3.04 shall have no more than ten percent of any window or door area covered by signs, banners or opaque coverings of any kind. Animated, moving, flashing, blinking, reflecting, revolving or similar type on-premises signs are</p>
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									prohibited. ***May only operate within a freestanding building and may not operate in the same structure as any other use of the same type.
Non-chartered financial institution	X	X	X	P	P	U	U	U	***Not be located within a radius of 1,000 feet from the nearest existing non-chartered financial institution. ***Not located within 500 feet from the following land uses: residentially zoned parcels, any state or federally chartered bank, savings association, credit union, or industrial loan company, religious institutions, school or day care facility, bar or liquor store, and pawnshops. ***Storefronts shall have glass or transparent glazing in the window and doors

									and as prescribed by article 3.04 shall have no more than ten percent of any window or door area covered by signs, banners or opaque coverings of any kind. Animated, moving, flashing, blinking, reflecting, revolving or similar type on-premises signs are prohibited.
Non-chartered financial institution - Cont'd.									***May only operate within a freestanding building and may not operate in the same structure as any other use of the same type.
Nonemergency medical transport service	X	X	P	P	P	SUP	U	SUP	
Office equipment and supply	X	X	P	P	P	P	U	P	
Office, professional Also see Clinic, dental or medical	P	P	P	P	P	U	U	U	
Optical store	P	P	P	P	P	U	U	U	
Paint and wallpaper	X	X	P	P	P	U	U	U	
Park and ride	X	X	X	SUP	SUP	U	U	U	

Parking lot or parking garage	X	X	P	P	P	U	U	U	
Pawnshop	X	X	X	SUP	P	U	U	U	
Permanent makeup	P	P	P	P	P	U	U	U	
Pet grooming	X	X	P	P	P	U	U	U	
Pet store	X	X	P	P	P	U	U	U	
Photographic equipment and supplies	X	X	P	P	P	P	U	P	
Picture framing shop	X	X	P	P	P	P	U	P	
Plant nursery I	SUP	SUP	P	P	P	SUP	U	SUP	There shall be no sales or advertising signs and accessory buildings shall not exceed 600 square feet, nor be closer than 50 feet to any property line. Subject to screening requirements as stated in article 3.05
Plant nursery II	X	X	SUP	SUP	SUP	U	U	U	In a B-2 zone, there shall be no outside storage except live plant material. Subject to screening requirements as stated in article 3.05
Plant nursery III	X	X	SUP	P	P	U*	U	U*	*Where permitted, an SUP is required. In a B-2 zone, there shall be no outside

									storage except live plant material. Subject to screening requirements as stated in article 3.05
Plant nursery IV	X	X	X	P	P	U*	U	U*	Where permitted, an SUP is required. In a B-2 zone, there shall be no outside storage except live plant material. Subject to screening requirements as stated in article 3.05.
Plant nursery sales, greenhouse	X	X	P	P	P	U*	U	U*	Where permitted, an SUP is required.
Playground equipment sales	X	X	X	P	P	U	U	U	SO or GO: Indoor only, no outdoor display or storage
Plumbing fixture store	X	X	P	P	P	U	U	U	
Pool and spa sales (adjust zoning regulations to allow outdoor display with storage)	X	X	P	P	P	U*	U	U*	SO or GO: Indoor only, no outdoor display or storage. *SUP required
Portable building sales - manufactured, modular, mobile, prefabricated	X	X	X	P	P	X	U	X	
Post office	X	X	X	P	P	U	U	U	

Printing and reproduction services	X	X	SUP	P	P	P	U	P	Does not include major offset printing services
Propane facility	X	X	X	SUP	SUP	X	U	X	
Radio or television station - without transmitter tower or disc	X	X	P	P	P	U	U	U	A station with a transmitter requires an SUP in all the allowed districts
Recreational facility, neighborhood	X	X	X	P	P	U	U	U	
Restaurant and/or food establishment - Cafeteria, cafe, delicatessen, frozen dessert shop and other similar uses (completely enclosed)	SUP	P	P	P	P	U	U	U	Drive-thru see section 15.02.441(c)(8)(D), "Off-street stacking requirements" Drive-thru not permitted in B-1 District. Total floor area limited to 2,500 sf in B-1 District SUP required for on-premises consumption of alcohol in B-1 District
Residential: Townhouse, loft, live-work (Mixed Use)	SUP	SUP	P	P	P	P	X	P	Allowed only per standards in the SO or GO district
Restaurant and/or food establishment (not completely enclosed)	X	X	SUP	P	P	U	U	U	Drive-thru see section 15.02.441(c)(8)(D), "Off-street stacking requirements"
Repair shop	X	X	X	P	P				

Retail outlet store	X	X	P	P	P	U	U	U	
Salon specialty - tanning, reducing, nail, massage	SUP	P	P	P	P	U	U	U	
School	X	X	X	P	P	U	U	U	
School, vocational	X	X	X	P	P	U	U	U	
Self-storage facility	X	X	P	P	P	X	U	X	SO or GO: Not allowed
Shoe sales and/or repair	X	X	P	P	P	U	U	U	
Sign shop	X	X	SUP	P	P	X	U	X	SO: Allowed as ancillary to small scale retail copy/print service
Small arms firing range - indoor	X	X	X	SUP	SUP	SUP	U	X	*SO: limited to an existing building(s) constructed and improved for a small arms firing range prior to December 1, 2009;
Sporting goods store	X	X	P	P	P	U	U	U	
Stamp and/or coin store	P	P	P	P	P	U	U	U	
Stationery sales	SUP	P	P	P	P	U	U	U	
Studio for fine arts	SUP	SUP	P	P	P	U	U	U	
Tailor shop	SUP	P	P	P	P	U	U	U	
Taxidermist	X	X	X	SUP	SUP	X	U	X	
Telecommunication antennae/towers	X	X	X	SUP	SUP	U	U	U	**See "additional regulation," section 15.02.382
Telephone sales - to include mobile	X	X	P	P	P	P	U	P	
Temporary use	X	X	X	SUP	SUP	U	U	U	**See "additional regulation," section 15.02.382
Theater, indoor	X	X	X	P	P	U	U	U	

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(Supp. No. 7)

Theater, outdoor	X	X	X	SUP	SUP	✘	⤵	X	
Tobacco store	X	X	P	P	P	⤵	⤵	U	
Tool and equipment rental	X	X	P	P	P	⤵	⤵	U	SO or GO: No outside storage, small tools and equipment only
Toy store	X	X	P	P	P	⤵	⤵	U	
Trophy sales	SUP	P	P	P	P	⤵	⤵	U	
Truck (heavy) repair/maintenance	X	X	X	SUP	P	⤵	⤵	U	
University, College, Higher Education	X	X	P	P	P	⤵	⤵	U	
Videotape sales and rental	X	X	P	P	P	⤵	⤵	U	
Warehouse storage facility	X	X	SUP	P	P	✘	⤵	X	
Watch and clock repair	P	P	P	P	P	⤵	⤵	U	
Welding shop	X	X	X	SUP	P	⤵	⤵	U	
Wholesale facility	X	X	X	P	P	✘	⤵	X	

(Ordinance 11-024 adopted 9-20-11; 2008 Code, sec. 14.02.381; Ordinance 14-02, sec. II(C), adopted 4-14-14; Ordinance 2019-9, ex. A, adopted 2-19-19; Ordinance 2020-35 adopted 7-21-20; Ord. No. 2021-20, § 1, 4-20-2021; Ord. No. 2021-30, § 1, 7-20 -2021; Ord. No. 2022-49, § 1, 10-18-2022; Ord. No. 2023-16, § 2, 5-16-2023; Ord. No. 2024-39, § 1, 9-17-2024; Ord. No. 2025-12, § 2, 5-20-2025)

PLANNING AND ZONING COMMUNICATION

DATE: March 24, 2026

TO: Planning and Zoning Commission

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Discussion and Possible Action Excusing Commissioners and Alternates from the February 24, 2026, Planning and Zoning Commission Meeting in Accordance with Chapter 15 Article 15.02 Zoning Ordinance Division 13 Organization and Enforcement Section 15.02.721- M. Gallardo, Planning and Zoning Director

PURPOSE

On January 20, 2026, City Council approved an Amendment to the City of Leon Valley's Code of Ordinances, Chapter 15 Article 15.02 Zoning Ordinance Division 13. Organization and Enforcement Section 15.020.721. As a result, if a member or alternate cannot be in attendance to the meeting, the member or alternate must contact either Planning and Zoning Director and/or Chairman.

Furthermore, the absence will be placed on the next available Planning and Zoning Commission meeting agenda, and the absences will be determined by the commission to be excused or unexcused.

On February 24, 2026, the following Commissioner(s) and/or Alternate(s) were absent from the Planning and Zoning Commission Meeting:

Commissioner 1 David Perry	Notified the P&Z Director and Chairman
2nd Vice Chair Andrea Roofe	Notified the P&Z Director and Chairman
Commissioner 4 Donnie Britt	Notified the P&Z Director and Chairman
1st Alternate Karen Lochart	Notified the P&Z Director and Chairman

RECOMMENDATION

At the discretion of the Planning and Zoning Commission.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Michael Gallardo
Planning and Zoning Director

PLANNING AND ZONING COMMUNICATION

DATE: April 7, 2026

TO: Planning and Zoning Commission

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow a Medical Spa Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 3.38 Acre Tract of Land, Located at 6521 Bandera Road; and More Specifically Described as CB 9925A, Block 7, Lot 9 and 10 – M. Gallardo, Planning and Zoning Director

PURPOSE & BACKGROUND

The purpose of this item is to consider a request to approve a Specific Use Permit (SUP) to allow a Medical Spa offering advanced aesthetic treatments in a B-2 Retail District. The property is surrounded by similar retail businesses, and the proposed concept is suitable for the furnishing of goods and services to surrounding residential areas. Due to the services provided a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.381, as the business will provide intradermal permanent cosmetics. Additionally, a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.662, as the property abuts a residential zoning district.

STAFF COMMENTS

The proposed Medical Spa will need to comply with all code requirements as outlined in Chapter 15 Zoning, Division 3 Administration, Section 15.02.103 to obtain a certificate of occupancy.

Surrounding Zoning

- North: R-1 Single Family Dwelling District
- West: B-2 Retail District
- East: R-1 Single Family Dwelling District
- South: B-2 Retail District

Notification

- Letters mailed to property owners within 200' 23
- Letters received in favor 0

- Letters received in opposition 0
- Letters returned undeliverable 0

FISCAL IMPACT

The applicant paid all fees associated with the SUP application and the project will increase ad valorem and sales tax for Leon Valley.

RECOMMENDATION

Staff recommends approval of the request.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

Michael Gallardo
Planning and Zoning Director

Sec. 15.02.381 - Permitted use table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Intradermal permanent cosmetics	X	SUP	SUP	P	P	U	U	U

Sec. 15.02.662 Exceptions

- (a) Where the proposed new construction of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks abuts any residential zoning district, a specific use permit must be obtained prior to the issuance of a building permit.
- (b) Land uses listed in the permitted use table as requiring a specific use permit shall be required to obtain a specific use permit prior to issuance of a certificate of occupancy, except as set out below:
 - (1) A use which does not significantly alter an existing use by:
 - (A) Adding to the value of an existing building, or group of buildings operated as a unit and for the same general purpose, by more than 50 percent.
 - (B) Adding to the floor space of an existing building, or group of buildings operated as a unit and for the same general purpose, by more than 30 percent.
 - (2) The owner(s) of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks may apply for a continuous specific use permit when it is anticipated that certain tenant uses listed in section 15.02.381 or section 15.02.382, are going to require repeated application for specific use permit.
 - (3) Granting of the continuous specific use permit shall have the effect of exempting that use from the regular requirements of this article, so that use permits may be allowed throughout the entire freestanding building, multi-tenant office building, shopping center, trade center, office/warehouse or industrial park without individual specific use permits.

(1972 Code, sec. 30.3002; 2008 Code, sec. 14.02.662)

PZ-2026-3
Specific Use Permit Request
Sapphire Radiance & Aesthetics
6521 Bandera Road

Michael Gallardo
Planning and Zoning Director
Planning and Zoning Commission Meeting
March 24, 2026

Summary

- Question
 - The Commission is being asked to consider a Specific Use Permit Request to allow a Medical Spa offering Advanced Aesthetic Treatments in a B-2 Retail Zoning District on approximately 3.38-acres of land, located at 6521 Bandera Road
- Options
 - 1. Approval
 - 2. Denial
 - 3. Other
- Declaration
 - The SUP is compatible with surrounding zoning

Purpose

- Property is zoned B-2 Retail District
- Applicant specializes in advanced cosmetic injectables and wellness treatments
- The property holds similar businesses that promote goods and services which are appropriate for surrounding districts.

Purpose

Sec. 15.02.381 – Permitted Use Table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Intradermal permanent cosmetics	X	SUP	SUP	P	P	U	U	U

Sec. 15.02.662 - Exceptions

(a) Where the proposed new construction of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks abuts any residential zoning district, a specific use permit must be obtained prior to the issuance of a building permit.

Location Map

Item 2.



Aerial View

Item 2.



Surrounding Zoning

- North: R-1 Single Family Dwelling District
- West: B-2 Retail District
- East: R-1 Single Family Dwelling District
- South: B-2 Retail District



Master Plan

- The Master Plan, Bandera Road South Corridor is comprised of Retail and Commercial users on developed lots
- Request is compatible with the City's Master Plan, as long as the applicant maintains the minimum setbacks and separation requirements from adjacent residential uses

Staff Comments

- Existing structure complies with code requirements
- Building permit required prior to construction

Notification

- Letters mailed to property owners within 200' 23
- Letters received in favor 0
- Letters received in opposition 0
- Letters returned undeliverable 0

Fiscal Impact

- The applicant has paid all fees associated with the processing of this Specific Use Permit request
- The development will increase ad valorem property taxes

Recommendation

- Staff has no objection to the issuance of a Specific Use Permit to allow the operation of a Medical Spa offering advanced aesthetic treatments at 6521 Bandera Road

PLANNING AND ZONING COMMUNICATION

DATE: March 24, 2026

TO: Planning and Zoning Commission

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow an Auto Accessories Sales and Installation Business in a B-2 Retail District on Approximately .89 Acre Tract of Land, Located at 6505 Grissom Road; and More Specifically Described as CB 5784A, Blk, Lot 60, Leon Valley Addition – M. Gallardo, Planning and Zoning Director

PURPOSE & BACKGROUND

The purpose of this item is to consider a request to approve a Specific Use Permit (SUP) to allow an Auto Accessories Sales and Installation Business in a B-2 Retail District. The proposed concept consists of a remodel to the existing structure and is suitable for the furnishing of goods and services to surrounding districts. Due to the services provided a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.381, as the business will provide retail with installation.

STAFF COMMENTS

The proposed Auto Accessory Business will need to comply with all code requirements as outlined in Chapter 3 Building Regulations. A permit is required prior to the remodel construction.

Surrounding Zoning

- North: PDD- Planned Development District
- West: B-3 Commercial District
- East: B-2 Retail District
- South: B-2 Retail District

Notification

- Letters mailed to property owners within 200' 10
- Letters received in favor 0
- Letters received in opposition 0
- Letters returned undeliverable 0

FISCAL IMPACT

The applicant paid all fees associated with the SUP application and the project will increase ad valorem and sales tax for Leon Valley.

RECOMMENDATION

Staff recommends approval of the request.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

Michael Gallardo
Planning and Zoning Director

Sec. 15.02.381 - Permitted use table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Automobile accessories - retail sales w/ installation and/or repair incidental	X	X	SUP	P	P	X	U	X

Sec. 15.02.321 - "B-2" retail district

(a) Purpose and description.

(1) The B-2 district is composed of land and structures occupied by or suitable for the furnishing of retail goods and services to surrounding residential areas. The B-2 district is intended to allow a limited amount of outside storage of retail merchandise. The district regulations implement the policies of the master plan by 1) promoting the offering of goods and services which are appropriate for surrounding business districts; 2) protecting surrounding residential districts by requiring certain minimum yard and area standards are met; 3) encouraging economic viability and stability within the city.

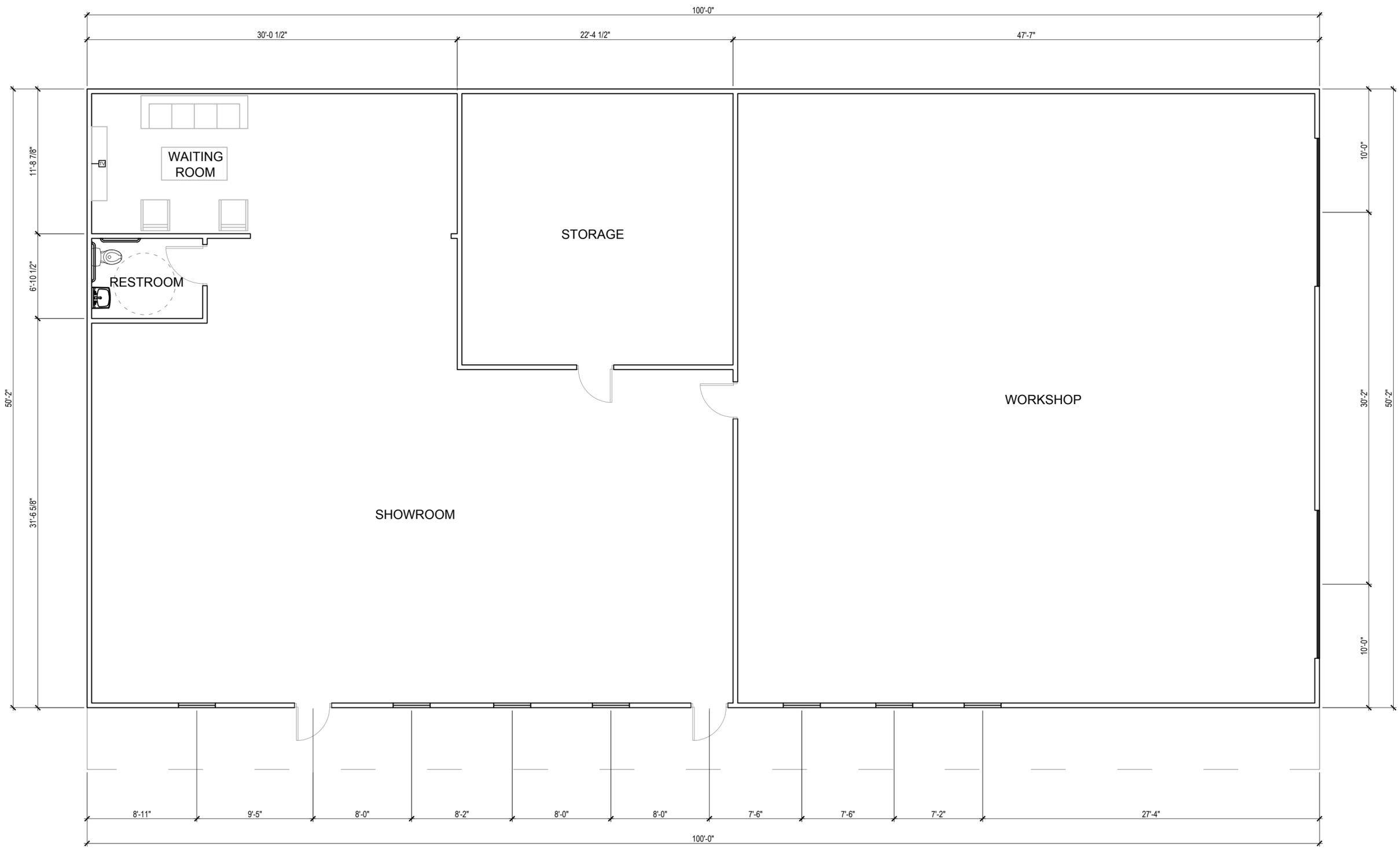
(2) A general description of a "B-2" retail use is a business where the primary use specifically meets one or more of the following, and no ancillary use conflicts herewith:

(A) A retail facility the purpose of which is the sale or lease of personal, novelty, food, alcohol or household items, not including the sale or lease of vehicles, firearms, or wholesale items, with incidental alcohol consumption allowed on-site;

(B) A repair facility the purpose of which is the repair or maintenance of personal, novelty, or household items, including minor appliances, but not including vehicles, machinery or major appliances; and/or

(C) A service facility the purpose of which is providing a service to surrounding districts, including food services if incidental to the primary use, but not including vehicle, cremation, embalming, or any service in which there may be disposal, storage, or use of any federally or state regulated chemical, even if incidental to the primary use.

MAREX SOLUTIONS LLC.
 2015 GUADALUPE STREET
 SAN ANTONIO TX. 78207
 Email: office@marexllc.com
 210-879-3253 - 210-393-5382



1 EXISTING FLOOR PLAN
 SCALE: 1/4" = 1'-0"

CONSULTANTS

ISSUANCE

REVISIONS

**6505 GRISSOM RD
 SAN ANTONIO, TEXAS 78238**

project no.

date **03/03/2026**

design by *Sofia sayan*

checked by

description
EXISTING FLOOR PLAN

sheet no.

A1.01

PZ-2026-4
Specific Use Permit Request
SA Transnational Investment LLC
6505 Grissom Road

Michael Gallardo
Planning and Zoning Director
Planning and Zoning Commission Meeting
March 24, 2026

Summary

- Question
 - The Commission is being asked to consider a Specific Use Permit Request to allow Auto Accessory Retail Sales with Installation in a B-2 Retail Zoning District on approximately .89-acres of land, located at 6505 Grissom Road
- Options
 - 1. Approval
 - 2. Denial
 - 3. Other
- Declaration
 - The SUP is compatible with surrounding zoning

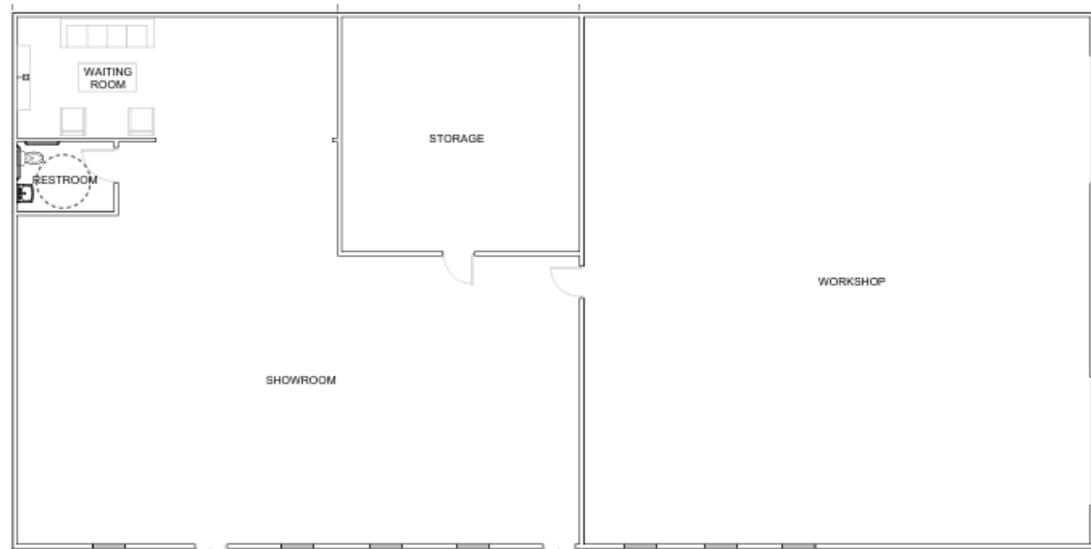
Purpose

- Property is zoned B-2 Retail District
- Applicant will provide retail sales of auto accessories to include installation
- The property holds similar businesses that promote goods and services which are appropriate for surrounding districts.

Purpose

Sec. 15.02.381 – Permitted Use Table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Automobile accessories - retail sales w/ installation and/or repair incidental	X	X	SUP	P	P	X	U	X



Location Map

Item 3.



Aerial View

Item 3.



Surrounding Zoning

Item 3.

- North: PDD-Planned Development District
- West: B-3 Commercial District
- East: B-2 Retail District
- South: B-2 Retail District



Master Plan

- The Master Plan, Bandera Road South Corridor is comprised of Retail and Commercial users on developed lots
- Request is compatible with the City's Master Plan, as long as the applicant maintains the minimum setbacks and separation requirements from adjacent residential uses

Staff Comments

- Existing structure complies with code requirements
- Building permit required prior to remodel construction

Notification

- Letters mailed to property owners within 200' 10
- Letters received in favor 0
- Letters received in opposition 0
- Letters returned undeliverable 0

Fiscal Impact

- The applicant has paid all fees associated with the processing of this Specific Use Permit request
- The development will increase ad valorem property taxes

Recommendation

- Staff has no objection to the issuance of a Specific Use Permit to allow an Auto Accessories Sales and Installation Business at 6505 Grissom Road